

INTENT TO VACATE LETTER

Tenant Name: _____

Current Address: _____

Landlord Name: _____

Landlord Address: _____

Subject: _____

Dear Landlord,

I, the undersigned tenant, hereby notify you of my intent to vacate the premises described above. This letter serves as formal notice to terminate my tenancy in accordance with the terms of the lease agreement and applicable state laws.

I intend to vacate the premises no later than the date specified in the lease or as required by law. I will ensure the property is returned in good condition, subject to normal wear and tear, and I will coordinate with you for the final inspection.

Please provide instructions regarding the return of keys, forwarding address for any security deposit refund, and any other move-out procedures.

Thank you for your cooperation during my tenancy.

Sincerely,

Tenant Signature:

Date:

Printed Name:

This Intent to Vacate Letter is intended to comply with applicable United States laws and regulations. It constitutes a legal notice of termination of tenancy and is subject to the terms of the lease agreement and local landlord-tenant laws. The tenant affirms that all information provided herein is truthful and accurate to the best of their knowledge.

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